



JOY HOFMEISTER
STATE SUPERINTENDENT *of* PUBLIC INSTRUCTION
OKLAHOMA STATE DEPARTMENT *of* EDUCATION

MEMORANDUM

TO: The Honorable Members of the State Board of Education
FROM: Joy Hofmeister
DATE: July 27, 2017
SUBJECT: Extension of First Year Superintendent Requirements

The following request is being made by Mr. Keith Custer, Turpin Superintendent of Schools, for an extension of time to complete the points required for an Oklahoma First Year Superintendent. Reason for request is due to a critical illness that prevented the completion of the required program. Approval is recommended.

Please see Attached Documentation

LJ/ab



Turpin Public School

316 S Lee
PO Box 187
Turpin, OK 73950



Keith Custer, Superintendent
Brett Rorabaugh, Counselor

Gary Wallace, High School Principal
Jeff Funk, Elem. School Principal

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Lynn Jones
Executive Director of Accreditation
OK State Department of Education
2500 N. Lincoln Blvd.
Oklahoma City, OK 73105-4599

Dear Director:

I am writing this letter requesting to be considered for an exception to the required points needed for a first year superintendent.

In August of 2016 I was diagnosed with cancer, Non-Hodgkin's Lymphoma stag 4. I underwent chemo therapy in Amarillo, Texas every other Thursday from August to October and once a month from November to February. Unfortunately, these treatments were scheduled on the same Thursday as the new superintendent's workshops. Along with the scheduling of treatments, I began to experience physical weakness that made it difficult to drive. Late February, I was admitted in the hospital for 39 days to undergo treatment for the neuropathy that I had developed. Thank goodness for the years of experience as a superintendent in another state which gave me the knowledge to continue working while I was in the hospital.

I am humbled and extremely indebted to the Turpin school district and community during this challenging time. God has blessed me with a second chance and now I can drive to work.

I respectfully request the leadership to consider my request for an exception to the required training points needed for a first year superintendent.

Respectfully Submitted,

Keith Custer,
Turpin Superintendent of Schools

OAC 210:20-21-1

(a) Purpose

The State Board reaffirms its commitment to provide support and services to school superintendents in Oklahoma. To assist first year superintendents in the state in providing each superintendent employed for the first time in the state of Oklahoma as a district superintendent:

- (1) Meet qualifications for the Provisional or Standard School Superintendent Certificate.
- (2) Attend professional development workshops or training seminars equal to eleven days (66 hours) of training:
 - (A) 1 day: Attend a meeting of the Oklahoma State Board of Education
 - (B) 2 days: Attend the State Superintendent's Annual Leadership Conference
 - (C) 8 days: Attend professional development workshops or training in the following general areas
 - (i) Superintendent/Board of Education Relationship
 - (ii) Legal Issues/School Law/Open Meeting Laws
 - (iii) Staff Relationship
 - (iv) Community Relationship
 - (v) School Finance
 - (vi) Plant Management/School Facilities
 - (vii) Setting School District/Site Goals
 - (viii) *Special Education*

(b) Requirements to maintain certificate validity for second year

The School Superintendent's Certificate issued for the first year of employment as a district superintendent shall be considered invalid for the second year if the certificate holder has not met all requirements identified in (a) of this Section prior to the second year of employment as a district superintendent. Any district superintendent employed after the summer training conference has been offered shall enter the program at the point of employment and shall attend all training programs as listed in (a) of this Section. Verification of training shall be submitted to the director of the program at the State Department of Education. A certificate will be provided to superintendents upon completion of the training requirements. **(06)**